Information Technology Advisory Board
September 23, 1998
MEETING MINUTES

ATTENDEES:

Betty Rottmann, Chairman	Tim Dwyer	Paul Peterson	Jim Simmons
Mike Backer	Fred Evermon	Rex Peterson	Kevin Stock
Joyce Backes	Jan Grecian	Rich Pierce	Tom Stokes
Mike Benzen	Cliff Gronauer	Jim Poole	Mike Wankum
Rich Beckwith	Jill Hansen	Jim Roggero	Jim Weider
Matt Blotevogel	Mike Hearst	Frank Schonhardt	Tony Wening
Karen Boeger	Chris Mertens	Dave Schroeder	Chris Wilkerson
Tom Boyer	Lyndon Mote	Dave Schulte	Lanny Wingate
Lew Davison	Bill Perkins	Larry Seneker	Garry Wofford

OPENING REMARKS

Betty Rottmann, Chairman, called the ITAB meeting to order at 8:30 a.m. on September 23, 1998 in the Interpretive Center of the Secretary of State's Office.

APPROVAL OF MINUTES

Approval of the August 26, 1998, Information Technology Advisory Board Meeting Minutes. Betty asked for additions, deletions, or corrections to the August 26, 1998 ITAB meeting minutes. Minutes were approved.

1. Virtual Private Network Presentation (Mike Hearst)

Mike Hearst gave an overview of how the Virtual Private Network would work. It is a way for an end user to dial in to connect to services on Private Network. Information was handed out describing VPNs. You may contact Wes Threat at 526-6923 if you are interested in participating in this effort. Mike Benzen mentioned we need to be sure we are not compromising data.

A committee was organized with Lew Davison, sponsor from ITAB, to help develop policy and to contact technical staff. Committee consists of: Members of committee are Betty Rottmann, Joyce Backes, Chris Wilkerson, Rex Peterson, Frank Schonhardt, Chris Mertens, Tom Boyer, Lanny Wingate, Jim Roggero, Bill Perkins and Rich Beckwith. If anyone else wishes to participate on this committee contact Lew Davison.

ACTION REQUIRED: None

2. MAN Update (Gail Wekenborg - Dan Steidley)

The contract was amended in August. They have received at least one order. If you want to order contact Brian in Gail's office. Dan addressed security issues with acquiring EDGE device. SDC will maintain device and outsource management of device. Device will likely be Cicso and probably Sprint will be managing devices. Costs will be billed back in FY00. Mike Benzen suggested that everyone standardize the type of Edge device purchased.

ACTION REQUIRED: None

3. CIO Update (Mike Benzen)

A. Salary issue discussed with Lee Capps and there are a couple of issues from the Budget office:

1. Mike mentioned repositioning is mandatory - rest of the steps could be discretionary.

2. Be sure you have done service reports on staff to ensure fairness.

3. He mentioned this may be a short year for dollars with the state possibly due to Desegregation settlement in St. Louis.

B. Year 2000 - dealing with city and county issues- Governor's office has formed Y2K Council to address other than data system issues. Looking at people we regulate such as banks, insurance companies, etc. Make sure city and counties are at least aware of the issues.

C. The 3rd week of October is the NASIR conference in San Diego. Mike will become president of this organization in October. Would like to see some ITAB members at the conference.
ACTION REQUIRED: None

4. Project Management Update (Tom Stokes)
Tom mentioned a contract is close to completion and discussed the cost per student. Cost is $3400 per student plus cost of instructor's travel expense. Mike Benzen mentioned if you buy seats and your staff does not show up you will be charged for that seat in the class. Everyone agreed to that decision.
Public Service Commission is having a Risk Management Class October 5-6 and currently have two vacancies. If you are interested call Tom at 526-0578.
ACTION REQUIRED: None

5. SAM II Update (Jim Schutt)
Jim was unable to attend meeting.
ACTION REQUIRED: None

6. Architectural Standards Update (Larry Seneker)
A meeting will be held October 5 at 1:30 OIT office on aspects of service from META group. Your bill should be forthcoming. Training in early November, select individual to participate.
ACTION REQUIRED: None

7. Year 2000 Update (Dave Schroeder)
Year 2000 data is nearly 70% complete. The updates will be on the OIT Website. Pictures will need to be retaken for some. State Data Center will test machines for Year 2000. A meeting will be 2 p.m. on September 24. Need agencies to provide a network coordinator. Mike Benzen mentioned that Government Technology magazine ranked Missouri 3rd in information completed on Year 2000 work.
ACTION REQUIRED: None

8. Data Center Consolidation Update (Gerry Wethington)
Gerry was unable to attend the meeting.
ACTION REQUIRED: None

9. Prime Vendor Update (Larry Seneker)
Will continue Focus groups with contractor stressing issues. Maintenance change October 1 on prime vendor.
ACTION REQUIRED: None

10. Information Technology Education Advisory Committee Update (Jim Roggero)
Jim Schutt addressed the ITEAC group on September 22 regarding OA's plan to implement a training facility for SAM II training. Jim Roggero reported two sub-committees will be looking at near term activity and another group will be looking at the governance of the training facility. This group will also be looking at growth potential. He reported the ITEAC group was enthusiastic about the training facility plans.
ITEAC has also been looking at CBT training. If interested in a central buy contact Gloria Thompson 6-8317. They are looking at multiple vendors.
Next ITEAC meeting is October 20 in the Secretary of State Interpretive Center.
ACTION REQUIRED: None

11. Internet/MOREnet Update (Tony Wening)
Tony reported things were continuing much the same as last month.
ACTION REQUIRED: None

12. Internet Support and Service Update (Debbie Wells)
Debbie was not able to attend the meeting.
ACTION REQUIRED: None

13. Statewide Purchasing Update (Larry Seneker and Dave Schroeder)
Larry reported UNIX was not covered will send our adjustment on e-mail. Also mentioned a few agencies have not signed up for SAS. Deadline is September 24, however, he hopes to get an extension. Would be a potential savings of $75,000.
ACTION REQUIRED: None

14. Network Consolidation Study Update (Mike Benzen)
IBM Study finished. Will report more at a later date.
ACTION REQUIRED: None
15. ITAB Recognition Awards Update (Betty Rottmann)
Form will be on the OIT Website. Will notify everyone when it is completed.
ACTION REQUIRED: None
16. User ID Naming Standards Update (Rex Peterson)
Will have a meeting on Friday, September 25. Will update at next ITAB meeting.
ACTION REQUIRED: None
17. Personnel Committee Update (Joyce Backes)
O.A. Board met and approved new classifications effective October 1 for CIS I, II and III. Please remember to review forms and make new descriptions for the rest of your positions.
Joyce also mentioned if you need interns call Jim Simmons.
Information Technology Coalition moving ahead with plans for a fair in November. Lincoln is working on website for the coalition. She mentioned a public service ad on television some may have seen.
ACTION REQUIRED: None
REVIEW OF ACTION ITEMS:
Nothing to report.
OTHER DISCUSSION:
Jim Roggero mentioned if anyone is interested in looking at the setup in his lab call Lora Mellies at 526-8310.
Next meeting is **Wednesday, October 28, 1998** at the Secretary of State's Interpretive Center.

Betty Rottmann
Chairman